

**Lunenburg Council on Aging Meeting Minutes** *Minutes Approved at the 5/11/10 COA Meeting*  
**April 13, 2010**

**Welcome:** Pete Lincoln, Chairperson, called the meeting to order at 9:34 a.m.

**Present:** Pete Lincoln (Chairperson), Mary Lynn Conrad (Vice Chairperson), Doreen Noble (Director), Jane Doyle, Sandra Flannagan, Joyce Wass, Sis Montuori, Barbara Brown, Fred Crellin, and Sue Doherty (Administrative Assistant)

**Excused:** Bonnie Edes

**Guest:** Lloyd Carlson, President Friends of the Eagle House Inc.

**Minutes:** A motion was made and seconded to accept the March 9, 2010 COA meeting minutes as amended. All approved, motion carried.

**Director's Report:**

**Finance/Informational Report:** Doreen Noble told the COA board that Heather Brendel's internship will be ending in the second week of May. A tea will be held in Heather's honor on May 7<sup>th</sup> at 10AM. Doreen has completed an evaluation on Heather's performance at the Eagle House and has given her an A for her work here. She also stated that she wished that Heather could be hired at the Eagle House but due to fiscal restraints this would not be possible and that another agency will be benefiting from her experience here with us.

A COA vendor budget sheet was prepared by Sue Doherty and distributed to members to review.

Doreen, with the help of Heather, had prepared a power point budget presentation for the town's Finance Committee and she showed it to the Council on Aging at this meeting. This presentation included Council on Aging goals and projections of the number of people in the town of Lunenburg who will be turning 60 years and older.

Jane Doyle asked if this was the budget presentation which the COA Finance sub committee normally meets with the Director on, which didn't happen this year. Doreen explained to the board that the budget was done slightly backwards this year and that the Town Manager had prepared the COA budget for her. She reminded the board that at the last meeting she asked that the COA board members not to approach the Town Manager with questions about the budget, but to refer all questions to her, which they agreed to.

Also shown was a video produced by Lunenburg High School students which was shot at the Eagle House during Christmas vacation that focused on the parking lot situation.

**Old Business:**

**Parking Lot:** Doreen reported that the parking lot project is in a "holding pattern" right now while waiting on a vote at the May 1<sup>st</sup> town meeting.

Jim Hays requested that more handicap parking become available in front of the Eagle House.

**Tax Work Off:** The Senior Citizen Property Tax Work Off program is going very well. They have 16 participants placed in different town departments. One participant had dropped out but has been replaced with a new one. There is also one participant who has gotten a job outside of the program which has made it hard to get a hold of him to see if he will be finishing up his assignment.

**Furloughs:** Furloughs have begun in the town and all departments with the exception of the Police, Fire, Library and Schools participating. The part time employees at the Eagle House were told that they did not have to furlough due to the fact that the financial impact would not be significant and that the Director and the Administrative Assistant volunteered to furlough.

**FY11 Budget:** Discussed under Director's Report.

**Softball Fundraiser:** Doreen has been in contact with the Lunenburg Police Chief and the Worcester County Sheriff's Department about participating in a softball fundraiser which will benefit the Friends of the Eagle House Inc. As of this meeting the dates being discussed for this event are June 10, 2010 or June 17, 2010 at the Lunenburg High School baseball practice field.

**Volunteer Appreciation:** Sue Doherty asked the COA members to each take a day to bring in goodies for the Eagle House volunteers during volunteer appreciation week which is April 18-24. They all agreed and chose their days.

**New Business:**

**Parking Lot Donation:** Doreen reported that the Lunenburg American Legion donated \$1000 to the Friends of the Eagle House Inc. to go towards the parking lot fund. The Johnny Appleseed Barbershop Quartet will also be coming in on April 22<sup>nd</sup> to sing and to give a \$1000 donation towards the parking lot fund.

**Town Report:** Doreen has completed the Town Report and has sent it to Laura Williams at the Selectmen's office. The Town Report will be available to the public at the May 1, 2010 town meeting.

**Impact of New Construction on COA Budget:** There will be three new housing developments coming to Lunenburg which will include 55 and older occupants. It is assumed that services such as transportation and outreach will increase dramatically at the Eagle House Senior Center.

A discussion also ensued about the ongoing renovations at Pearl Brook Housing on White Street. Residents are being asked to remove everything in their apartments and move out while work is being done to their individual units. Some of the elder residents are having a problem with this considering the fact that they are frail and have no family members to help with the moving.

Those that do have family members, the family members are not happy with the work which is being done.

**Committee Reports:**

All board members were reminded that all COA sub committees must have end of year reports prepared for the COA June Annual Meeting.

They were also reminded to prepare a slate of officers for next year to be presented at the May COA meeting. They will be voted in at the Annual COA meeting in June.

The Advocacy and Board Development committees will meet before the May 11, 2010 COA meeting and the Administrative Assistant will have the dates and times posted with the Town Clerk.

**Correspondence:** A letter from former COA board member Gloria O'Brien was received and read to the members.

The Montachusett Home Care Quarterly report was distributed to members for review.

**General Discussion:**

**Adjournment:** A motion was made and seconded to adjourn the meeting. All approved, and the motion was carried. The meeting ended at 11:16 a.m.

Respectfully submitted,  
Susan Doherty, Administrative Assistant